



TEXAS DEPARTMENT OF LICENSING & REGULATION

P.O. Box 12157 • Austin, Texas 78711-2157

www.tdlr.texas.gov

MOTORCYCLE CERTIFICATE ORDER FORM

FOR TDLR STAFF USE ONLY – TDLR License Motorcycle School – hard copy certificate

Motorcycle School Number: _____ Number of certificates ordered: _____

Prepared by: _____ Certificate Numbers: _____ to _____

ALL UN-USED CERTIFICATES ARE NON-TRANSFERRABLE

Motorcycle School Name:

Requestor Printed Name

Signature of School Owner or
Authorized Requestor

Date

Check one box and enter the applicable address:

☐ **HARD COPIES** (3-part paper completion certificates ready to issue)

Delivery Address: (Overnight deliveries of hard copies is not available) (Out-of-State shipments are not available)

Number, Street Name, Suite Number/Apartment Number

City

State

Zip code

Residential Address?

☐ Yes

☐ No

E-Mail Address:

ex: johndoe@gmail.com

Phone Number:

(Area Code) Phone Number

MAIL-IN ORDERS

Certificates: _____ Serialized Completion Cards (MSB-8)

Completed and signed order forms can be emailed to safety.regulators@tdlr.texas.gov or FAX to (512) 475-2871 or mail to:

**Texas Department of Licensing and Regulation
P.O. Box 12157
Austin, Texas 78711**

Orders will not be processed without a signature on the order form received by the Department. **No exceptions.**

***** Please place certificate orders 90 days in advance to avoid delay of receiving certificates *****